



LHU Board of Directors Regular Meeting

January 17, 2024 6:30 PM
Sterling Montessori Academy and Charter School
202 Treybrooke Drive, Morrisville, NC 27560
Virtual via Google Meet

1. COMMENCEMENT

Call to Order and Board Attendance w/Determination of Quorum
At 6:34pm

Quorum Present with following Board Members in Attendance:

Name	Present		Name	Present		Name	Present
Katie Brown	X		Kevin Hughes	X		Elizabeth Uzzell	
Kim Elliott	X		Dwayne Jones	X		Robert Wolfe	X
Jessi Fasola	X		Keisha Pressley	X		Lan Zhu	X
Ryan Hill	X		Rachel Richardson				

Reading of Mission Statement:

“The mission of Sterling Montessori is to create a diverse educational community, grounded in the Montessori philosophy and teaching practices, that fosters curiosity, creativity, and critical thinking in its students. We strive to empower each student to become life-long learners who respect themselves, others, and their environment.”

Conflict of Interest Statement

“At this time, we ask all board members to make a statement to be recorded in the minutes should they know of any conflict of interest or appearance of conflict with respect to any matters coming before them during this meeting. It is the duty of each board member to abstain from discussion and voting on such matters.”



Native Land Acknowledgement

“The LHU Board recognizes that Sterling Montessori sits on the ancestral land of the Tuscarora, Lumbee and Occaneechi Band of the Saponi Tribes. As we strive to become better stewards of the environment, we also strive to provide a more equitable and culturally responsive environment for all students, but especially Black and indigenous students of color.”

Agenda Items:

Including any related consent agenda items or discussion items added to agenda prior to consent vote.

- Approval of Hires and Closed session to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of a present or prospective public officer or employee [N.C.G.S. § 143-318.11(a)(6)]
- Elementary late fees
- Grandchildren tuition discount/preference
- Summer camp and aftercare/before care for next year
- General Children’s House update

Approval of Agenda

At 6:39p, Kim Elliott moved to approve the agenda. Approved

<u>Name</u>	<u>Aye</u>	<u>Nay</u>	<u>Abs</u>		<u>Name</u>	<u>Aye</u>	<u>Nay</u>	<u>Abs</u>		<u>Name</u>	<u>Aye</u>	<u>Nay</u>	<u>Abs</u>
Katie Brown	X				Kevin Hughes	X				Elizabeth Uzzell			
Kim Elliott	M				Dwayne Jones	X				Robert Wolfe	X		
Jessi Fasola	X				Keisha Pressley	X				Lan Zhu	X		
Ryan Hill	X				Rachel Richardson								



2. REPORTS AND PRESENTATIONS

Please hold community comments until the end of ALL presentations. Board members may ask clarifying questions at this time of the presenter. Any board member may move to refer further discussion or other action back to the committee, with a vote.

Executive Director's Report – Maureen Capillo

- About to kick off new parent elementary tours
- Prepping for March AMS conference; attendance including 8 lead teachers, 3 assistants, 3 in admin, 2 in operations, 2 in EC and 1 in Specials
- AMS Accreditation process - shifting to collecting evidence and will start working on self-study in April/May
 - Requesting 2 Board volunteers to meet with Maureen to collect standards 1 and 2 (about leadership and board work) - Jessie and Katie volunteered
- Bank days update
 - At start of school year, we have 13 hours of banked hours; have used/plan to use 12 hours. Any additional delays or school closings will need to be taken from a teacher workday (likely March 6).

Communications Committee Report - Ryan Hill

- Did not meet in December or January
- Surveys for staff was just sent out

Finance Committee Report - Kim Elliott

- Hospitality budget is at 80% so need to be cognizant of that spending for the remainder of the year
- Late fees @ elementary - determined Wake County does not prohibit the charging of late fees. Upon further discussion, it is determined that Sterling's charter agreement with the state prohibits the school from charging more than the local schools. Board determined to not move forward with charging late fees.
- Sterling cash reserves: as of 6/30/23 - \$4.28MM vs current cash balance of \$4.21MM. These amounts are important to note as the Board will soon be discussing surplus spending for the end of the 2023-2024 school year.

** Rachel Richardson joined the meeting at 6:57pm*



- Staff discount for grandparents - would be a 60% discount off tuition. Currently this would apply to 1.5 staff kids (one kid started halfway through the year)
- Summer camp - no staff has expressed interest in summer camp (Next Prep is also not interested in running a summer camp). Sterling will not provide summer camp for summer of 2024.
- Before and aftercare for fall - recommend starting before care in CH at 8am (currently starts at 7:30am) and aftercare for CH until 6pm. No before care in elementary (same as current year) and Next Prep to continue the aftercare program for the elementary.

DEI Committee Report - **Dwayne Jones**

- Did not meet in December or January

Policy Committee Report - **Kevin Hughes**

- Policy review RFP - plan to be approved under consent items at this Board meeting
- Walker policy - Maureen to solicit parent input on whether this policy should be relaxed. Currently the Sterling policy is more restrictive vs Wake County

Development Committee Report – **Robert Wolfe**

- Giving Stats (as of 1/2/24)
 - Board 100%
 - Admin 100%
 - Staff 68%
 - Community 35%
- Annual meeting on 3/7 for Chamber of Commerce

Governance Committee - **Katie Brown**

- Katie met with Ashley Baquero last month to discuss Sterling's hiring practice - February Governance committee meeting to draft proposed bylaw edits
- Next Board retreat on 3/16/24

Strategic Planning Committee Report - **Ryan Hill**

- Sam (consultant) is on-site this week for in person sessions with parents
- NC State Outdoor Learning - survey will be pushed out in January
- AMS Accreditation - self study is shaping for a submission by early summer



Community Comments (3 minute time limit)

The Board Secretary will record names of speakers with a brief summary of comments. The board will not directly respond to any comments during this time. Please provide contact information to president@lhuf.org to allow for follow-up by the appropriate officer or committee chair. Formal comments may be emailed to president@lhuf.org ahead of any regular meeting to be considered for agenda/discussion.

- None

3. APPROVAL OF CONSENT AGENDA

Consent agenda items are non-controversial items unanimously recommended for approval by all involved parties and have already been reviewed by the board and Executive Director. Any board members or the Executive Director may request to pull items off the consent agenda.

Approval of Consent Agenda Items.

- [Approval of November 2023 Regular Meeting Minutes](#)
- [Approval of December 6, 2023 Special Meeting Minutes](#)
- RFP for policy review

At 7:30p Kim Elliott moved to approve Consent Agenda Items. Approved.

Name	Aye	Nay	Abs		Name	Aye	Nay	Abs		Name	Aye	Nay	Abs
Katie Brown	X				Kevin Hughes	X				Elizabeth Uzzell			
Kim Elliott	M				Dwayne Jones	X				Robert Wolfe	X		
Jessi Fasola	X				Keisha Pressley	X				Lan Zhu	X		
Ryan Hill	X				Rachel Richardson	X							



4. APPROVAL OF CONSENT ITEM

Consent Item – Grandparent Discount for Academy

At 7:46p, Kim Elliott moved to approve the 60% grandparent discount for grandchildren enrolled in PK-3 and PK-4. Approved.

Name	Aye	Nay	Abs	Name	Aye	Nay	Abs	Name	Aye	Nay	Abs
Katie Brown	X			Kevin Hughes	X			Elizabeth Uzzell			
Kim Elliott	M			Dwayne Jones	X			Robert Wolfe	X		
Jessi Fasola	X			Keisha Pressley	X			Lan Zhu		X	
Ryan Hill		X		Rachel Richardson	X						

5. DISCUSSION ITEMS

- General Children’s House update - Fay Masterson
 - Fay provided a high-level update on Children’s House - the good chaos of a delayed school start + planned fire drill
 - Board Member - asked about staffing needs in CH
 - Need continued board support on admin decisions - such as not hosting a fall children’s parade or not doing Garden Day in CH (these decisions were made for the benefit of the children)
 - Board Member - asked about Fay’s workload
 - Fay is happy about her team. She has had to be in some classrooms more this year based on changing personnel.

6. CLOSED SESSION

Enter Closed Session

To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of a present or prospective public officer or employee [N.C.G.S. § 143-318.11(a)(6)].



At 8:23p, Kim Elliott moved to go into closed session. Approved

Name	Aye	Nay	Abs		Name	Aye	Nay	Abs		Name	Aye	Nay	Abs
Katie Brown	X				Kevin Hughes	X				Elizabeth Uzzell			
Kim Elliott	M				Dwayne Jones	X				Robert Wolfe	X		
Jessi Fasola	X				Keisha Pressley	X				Lan Zhu	X		
Ryan Hill	X				Rachel Richardson	X							

Return to Open Session

At 8:28p, Kim Elliott moved to return to open session. No action taken. Approved

Name	Aye	Nay	Abs		Name	Aye	Nay	Abs		Name	Aye	Nay	Abs
Katie Brown	X				Kevin Hughes	X				Elizabeth Uzzell			
Kim Elliott	M				Dwayne Jones	X				Robert Wolfe	X		
Jessi Fasola	X				Keisha Pressley	X				Lan Zhu	X		
Ryan Hill	X				Rachel Richardson	X							

7. APPROVAL OF CONSENT ITEM

Consent Item – Approval of Hires

At 8:29pm, Kim Elliott moved to approve the hire of personnel as noted below and discussed in closed session. Approved



Full Name	Classroom/Section	Position (Year)	Action / Change	Note
Krishnaveni Sakthivel	Aftercare	Aftercare teacher	Hire	
Desteana Rouser	MS	Long-term sub	Hire	
Jessica Rock	LE	Assistant	Hire	

Name	Aye	Nay	Abs	Name	Aye	Nay	Abs	Name	Aye	Nay	Abs
Katie Brown	X			Kevin Hughes	X			Elizabeth Uzzell			
Kim Elliott	M			Dwayne Jones	X			Robert Wolfe	X		
Jessi Fasola	X			Keisha Pressley	X			Lan Zhu	X		
Ryan Hill	X			Rachel Richardson	X						

8. ADJOURNMENT

At 8:31p, Kim Elliott moved to adjourn. Approved

Name	Aye	Nay	Abs	Name	Aye	Nay	Abs	Name	Aye	Nay	Abs
Katie Brown	X			Kevin Hughes	X			Elizabeth Uzzell			
Kim Elliott	M			Dwayne Jones	X			Robert Wolfe	X		
Jessi Fasola	X			Keisha Pressley	X			Lan Zhu	X		
Ryan Hill	X			Rachel Richardson	X						



Attendance:

Full Name	First Seen	Time in Call
Dwayne Jones	1/17/2024 18:30	2:01:41
Fay Masterson	1/17/2024 19:49	0:34:37
Jessi Fasola	1/17/2024 18:33	1:58:50
Katie Brown	1/17/2024 18:30	2:01:31
Keisha Pressley	1/17/2024 18:30	2:01:24
Kevin Hughes	1/17/2024 18:30	2:24:19
Kim Elliott	1/17/2024 18:31	1:59:58
Lan Zhu	1/17/2024 18:30	2:01:41
Maureen Capillo	1/17/2024 18:31	2:00:28
Rachel Richardson	1/17/2024 18:57	1:33:58
Robert Wolfe	1/17/2024 18:31	2:00:48
Ryan Hill	1/17/2024 18:31	2:00:31